

**MINUTES OF A REGULAR MEETING
OF THE AIRPORT COMMISSION**

1. CALL TO ORDER

The Torrance Airport Commission convened in a regular session on Thursday, October 11, 2007 at 7:00 p.m. in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL

Present: Commissioners Dingman, Fitch, Rhilinger, Tymczyszyn, and Vice-Chairperson Haddon.

Absent: Commissioner Adams and Chairperson Gates.

Also Present: Facility Operations Manager Megerdichian.

MOTION: Commissioner Tymczyszyn moved to grant excused absences to Commissioner Adams and Chairperson Gates for the October 11, 2007 meeting. Commissioner Rhilinger seconded the motion; a voice vote reflected unanimous approval.

In the absence of Chairperson Gates, Vice-Chairperson Haddon led the meeting.

3. FLAG SALUTE

Vice-Chairperson Haddon led the Pledge of Allegiance.

4. AFFIDAVIT OF AGENDA POSTING

MOTION: Commissioner Fitch, seconded by Commissioner Rhilinger, moved to accept and file the report of the City Clerk on the posting of the agenda for this meeting; a voice vote reflected unanimous approval.

5. APPROVAL OF MINUTES OF SEPTEMBER 13, 2007

Commissioner Fitch offered the following correction to the September 13, 2007 meeting minutes: Page 4, Item 7E.1, line 1: "Chairperson Gates reported that the committee met two times..."

Commissioner Fitch requested that the following be added to September 13, 2007 meeting minutes: Page 4, Item 8E, line 3: "...provide a report about the noise abatement system once the upgrades are complete, and that the delay is due to manpower shortages and technical limitations of the computer system right now to generate reports."

MOTION: Commissioner Rhilinger moved for the approval of the September 13, 2007 Airport Commission meeting minutes as amended. Commissioner Tymczyszyn seconded the motion; a voice vote reflected unanimous approval (absent Commissioner Adams and Chairperson Gates).

6. **ACTION ITEMS**

None.

7. **INFORMATION ITEMS**

Facility Operations Manager Megerdichian suggested that discussion of Item 7D, Policy Change and General Aviation Growth Sub-Committee Reports: Discuss scope of purview whether sub-committee should research feasibility of jet fuel at Torrance Airport, be deferred to the November 8, 2007 meeting due to the absence of two of the three sub-committee members from this meeting.

Commissioner Tymczyszyn stated that, as a member of the Policy Change and General Aviation Growth Sub-Committee, he was prepared to provide a verbal report at this meeting that was prepared by all members of the sub-committee.

Following a brief discussion, there was general consensus to leave the item on the agenda for this meeting and to consider it out of order.

7D. **SUB-COMMITTEE REPORTS**

Policy Change and General Aviation Growth: Discuss scope of purview whether sub-committee should research feasibility of jet fuel at Torrance Airport.

Commissioner Tymczyszyn read the title and entered into the material of record the report Recommendation to Evaluate Policy Prohibiting Sale or Storage of Jet Fuel at Torrance Airport. The report discussed the ban on the sale or storage of jet fuel at the Airport and issues affected: safety, noise, revenue, and community relations. He stated that the sub-committee believes that significant justification exists to warrant a study of the ban and, if Commissioners concur, would come back to the Commission with progress reports on the above subject areas, and any other topics pertinent to this discussion, before recommending changes or no change to the jet fuel policy.

Commissioners indicated that they would be interested in hearing the pros and cons of sale or storage of jet fuel and concurred that the sub-committee should research the issue.

7. **INFORMATION ITEMS**

7A. **AERONAUTICAL OPERATIONAL INFORMATION UNDER THE PURVIEW OF THE GENERAL SERVICES DEPARTMENT**

Vice-Chairperson Haddon noted that the following reports for October 2007 were included in the agenda material: Hangar and Tiedown Rental Status, Ongoing Projects, October Meeting Room Schedule, and Hangar Waiting List.

Referring to Construction of 2 Executive Hangars in the Ongoing Projects Report, Facility Operations Manager Megerdichian reported that asphalt grading was completed on October 11, 2007 and that the hangars would be available to lease soon. He further reported that an electrical engineer has been hired to design Hangar Electrical Phase II.

In response to Commissioner Rhilinger's inquiry regarding the Noise Monitoring System Replacement, Facility Operations Manager Megerdichian reported that Deputy Community Development Director Cessna would be providing a full report to the Commission at the November 8, 2007 meeting. He added that he has been advised that the system is expected to be on-line in mid-October 2007.

Commissioner Fitch asked staff to add a % of Completion column to the Ongoing Projects Report and received clarification that FEAP is an acronym for Facilities Equipment Automation Project.

7B. AERONAUTICAL OPERATIONAL INFORMATION UNDER THE PURVIEW OF THE PUBLIC WORKS DEPARTMENT

Vice-Chairperson Haddon noted that the following reports were included in the agenda material: Events Requiring Emergency Response and Airfield Operations Status.

Commissioner Rhilinger noted that airfield operations for September 2007 decreased from September 2006.

Commissioner Dingman commented that the September 2 incident involving an aircraft's landing lights should not have been listed as an Event Requiring Emergency Response.

7C. LAND MANAGEMENT REPORT – AERONAUTICAL

Vice-Chairperson Haddon noted that a report from Land Management Team Chairperson Sunshine was included in the agenda material.

7D. SUB-COMMITTEE REPORTS

7D.1 STATE AND FED FUNDING

Commissioner Fitch reported that the sub-committee has met two times and that Facility Operations Manager Megerdichian planned to meet with the new consulting firm to discuss grant funding.

Facility Operations Manager Megerdichian stated that he has put in a request to have a meeting with them to generate information and will provide an update at the next Commission meeting.

7D.2 POLICY CHANGE AND GA GROWTH

Previously considered.

7D.3 MASTER PLAN

Commissioner Tymczyszyn reported that the Master Plan sub-committee met for the first time with Facility Operations Manager Megerdichian on October 10, 2007 and that he was elected chairperson. He stated that the sub-committee planned to study the

1981 Master Plan to see what has been and has not been accomplished and would then meet again with recommendations. He noted that they would also evaluate if it was worthwhile to update the document, noting that any new Master Plan would require City Council approval and appropriation of funds.

8. ORAL COMMUNICATIONS

8A. Commissioner Rhilinger announced the grand opening of the Western Museum of Flight on November 4, 2007 from 11:00 a.m. to 3:00 p.m.

Dana Muelot, Manager of Flight Operations, distributed fliers and provided additional information about the event that will have 25 to 40 warbirds including a P38.

In response to Commissioner Tymczyszyn's inquiries, Mr. Muelot concurred that pilots should be briefed and that locally-based aircraft have been invited to participate.

Facility Operations Manager Megerdichian advised that there would be no aerial displays.

8B. Frank Rizzardi, Carlow Road, Southwood Riviera Homeowners Association, suggested that the Homeowners Association be allowed to participate if the Master Plan is updated.

8C. Joe Arciuch, Kathryn Avenue, provided his background and requested the status of the community outreach program that was discussed several years ago.

Commissioner Tymczyszyn stated that he was the chairperson of the Community Outreach and Education Committee and that a report was submitted that was a compilation of discussions with Airport stakeholders. He advised that the report was passed on to City Council and that the Committee was subsequently disbanded. He added that Commission meetings provided an open forum for the public to provide input.

Mr. Arciuch stated that more members of the public would come to the meetings if they were held at the Airport and recommended holding a workshop to revise the Master Plan to encourage community involvement.

Mr. Arciuch discussed problems that occurred when the FAA awarded grants to the Airport in the past and suggested that the Pilots Association was promoting the sale and storage of jet fuel.

8D. Michael Wermers, Audrey Avenue, questioned how the public would be involved in the sub-committee's recommendation regarding jet fuel, and commented that two out of three of the subcommittee members were pilots. He reiterated that he wanted to participate in the process.

Commissioner Tymczyszyn assured Mr. Wermers that he has no intention of selling, storing, or using jet fuel.

Commissioner Fitch noted that the majority of Commissioners are non-pilots.

8E. Commissioner Fitch stated that she attended the grass roots public service academy and that the City Manager provided her with a Commissioner Guide 2007.

8F. Commissioner Fitch requested that staff provide an unaudited copy of the 2007-2008 final Airport budget.

8G. In response to Commissioner Fitch's inquiry regarding the recording of noise complaints, Facility Operations Manager Megerdichian advised that Deputy Director Cessna would provide that information next month.

Commissioner Fitch requested that Noise Abatement be placed on the Commission agenda every month.

Commissioner Fitch initiated brief discussions on how pilots might be able to control aircraft noise and on departure patterns from the Airport.

Commissioner Tymczyszyn stated that the noise abatement system will provide on-line information to the public, that pilots will be able to conduct noise tests, and that it will distinguish motorcycle noise from aircraft noise.

9. ADJOURNMENT

MOTION: At 8:13 p.m., Commissioner Fitch, seconded by Commissioner Tymczyszyn, moved to adjourn the meeting to Thursday, November 8, 2007 at 7:00 p.m., in the West Annex meeting room.

Approved as Submitted November 8, 2007 s/ Sue Herbers, City Clerk
